

The Department of Employment  
and Workplace Relations presents



# Hiring Outside the Box

Traineeships and apprenticeships: Attracting and developing talent

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DECEMBER 2023

# Australian Apprenticeship Top 5

## Top five non-trade occupations **\*\***(commencements):

- General clerks (19,300)
- Sales assistants/salespersons (14,185)
- Hospitality workers (13,865)
- Child carers (11,145)
- Office and practice managers (10,675)

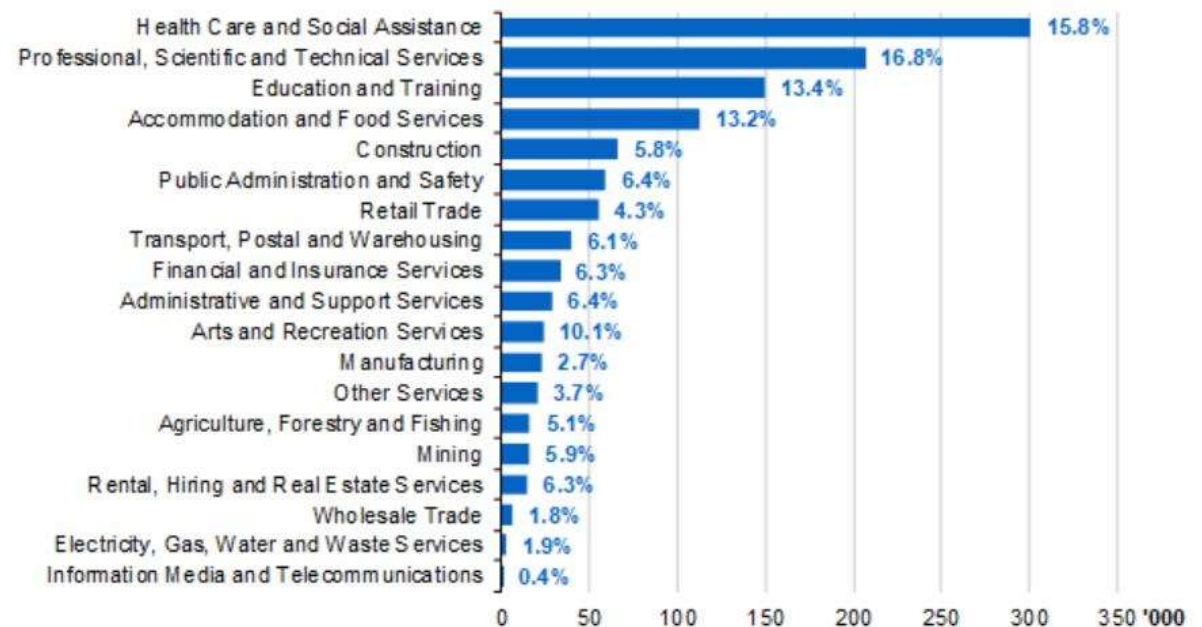
## Top five trade occupations **\*\***(commencements):

- Bricklayers/carpenters/joiners (15,675)
- Electricians (13,670)
- Automotive electricians/mechanics (12,235)
- Plumbers (7,895)
- Food trader workers (7,240)

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Chart 5.1 Projected employment growth by industry, November 2021 to November 2026



Source: National Skills Commission, 2021 Employment Projections.

Note: Bars refer to projected change in employment (thousands). Percentages refer to the percentage growth for each industry.

**\*\***Australian Apprenticeship Services and Supports Discussion Paper

**\***The Australian Government's White Paper on Jobs and Opportunities



## Developing Talent

- Attract workers with the right attitude and teach them required skills through nationally accredited qualifications and on-the-job training.
- Retain apprentices and trainees by providing support and a positive, safe culture in your workplace.

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## The process.

With support for your business.

State and Territory Training Authorities set the guidelines for apprenticeships and traineeships.

Find your State details in the following links:

<https://www.apprenticeships.gov.au/who-to-contact/state-and-territory-training-authorities>

<https://www.apprenticeships.gov.au/who-to-contact/search-for-an-australian-apprenticeship-support-network-provider>

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Researching

Hiring Process

The Sign up

Ongoing Support

# Registered Training Organisations (RTO)



## RTO Selection considerations

- > Recommendations from other businesses or the AASN
- > Location and access
- > Duration of the training and assessment
- > Flexibility and delivery methods to suit the role and the business needs
- > Costs and government subsidies

# Gary Workman

## Executive Director, Apprenticeship Employment Network (AEN)

- Apprenticeship Employment Network (AEN) is the peak industry body for Group Training Companies and is part of a National Network of Group Training Associations.
- The National body supports over 24,000 Apprentices and Trainees.
- With a network of 10,000+ host employers – small to medium size businesses.
- <https://naen.com.au>

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Victoria's Largest Apprentice  
and Trainee Employer Network

[aen.org.au](http://aen.org.au)



# Adrien Mamet

## Owner/Director, Mamet Design & Construction

- Dedicated team of staff including admin staff, project managers, tradespeople, male and female (carpentry) apprentices.
- How we attract the right apprentices.
- What we do to retain apprentices.
- Our apprenticeship process experience.

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**mamet**

<https://mamethomes.com.au>

# Takeaways

*“Make an investment in your business and your staff”*

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## Job design

*“Start with the basics and allow them to learn and grow”*

## Attraction and selection

*“Ensure your culture and environment keeps them motivated and safe to develop”*

## Support

*“Identifying goals and unlocking support for their thirst for knowledge”*

**Take the first step and encourage them to follow**



# Apprentice employment resources



<https://www.dewr.gov.au/australian-apprenticeships>

Support for apprentices, trainees and employers  
Visit the [Australian Apprenticeships](https://www.dewr.gov.au/australian-apprenticeships) website for information on how apprenticeships and traineeships work and the support available for apprentices, trainees and employers.

[Learn more about Australian Apprenticeships](https://www.dewr.gov.au/australian-apprenticeships)

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<https://www.apprenticeships.gov.au/who-contact/state-and-territory-training-authorities>

[Australian Apprenticeships Incentive System Factsheet - Department of Employment and Workplace Relations, Australian Government \(dewr.gov.au\)](https://www.dewr.gov.au/australian-apprenticeships)

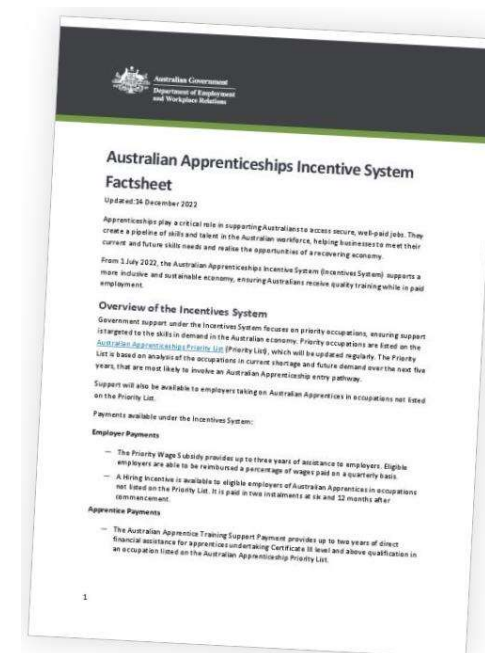
[What is an RTO? | Australian Skills Quality Authority \(ASQA\)](https://www.asqa.gov.au/what-is-an-rto)

<https://www.apprenticeshipsupport.com.au>

<https://www.aapathways.com.au>

<https://buildupaustralia.com.au>

<https://naen.com.au>



## Department resources

### Workforce Australia for Business

- [www.workforceaustralia.gov.au/businesses/](http://www.workforceaustralia.gov.au/businesses/)
- [www.dewr.gov.au/workforce-australia/resources/workforce-australia-business-factsheet](http://www.dewr.gov.au/workforce-australia/resources/workforce-australia-business-factsheet)

### Local Jobs Program and Employment Facilitators

- [www.dewr.gov.au/local-jobs/employment-facilitators](http://www.dewr.gov.au/local-jobs/employment-facilitators)

### Hiring Outside the Box

- [www.dewr.gov.au/employment/hiring-staff/hiring-outside-box](http://www.dewr.gov.au/employment/hiring-staff/hiring-outside-box)



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